ANNEXURE -B

BENGALURU METROPOLITAN TRANSPORT CORPORATION
CENTRAL OFFICES: STORES AND PURCHASE DEPT: BENGALURU-027

Sub: Procurement of Photocopier Paper A4 Size 80GSM.
Ref: Tender No. BMTC/2025-26/IND0257.

TERMS & CONDITIONS

IMPORTANT NOTE TO THE BIDDERS

In view of the modification in the KPP portal by the Government of Karnataka, the tenderers should invariably quote the following parameters in the KPP portal while uploading the commercial bid. Failing which their offer will not be considered for commercial evaluation.

a) Basic rate
b) GST
c) End Rate

The Brand name, production and supply capacity, Lead time required should be mentioned in the Additional format.

1. **PRE-QUALIFICATION CRITERIA:**

(i) The manufacturers of reputed brand Photo copier paper of like JK, TNPL, west coast or equivalent brand Photo copier paper having valid ISO: 9001 certificate & with an average annual turnover of Rs. **3.00 crores** for the preceding three years (i.e 2022-23,2023-24 & 2024-25) duly supported by the audited statement of Accounts i.e., Manufacturing/ Trading and profit and loss Account, Balance Sheets for all the three years are eligible to participate.

OR

Authorized Dealers of reputed brand Photo copier paper of like JK, TNPL, west coast or equivalent brand Photo copier paper with an average annual turnover of Rs. **3.00 crores** for the preceding three years (i.e 2022-23,2023-24 & 2024-25) duly supported by the audited Statement of

Accounts i.e., Manufacturing/Trading and profit and loss Account, Balance Sheets for all the three years and valid Authorized Dealership certificate issued by the paper manufacturer, failing which their offer will be rejected.

(ii) The bidder/firm should have supplied Photo Copier paper in bulk to any of the Government Departments/reputed organizations, duly supported by the purchase order copies.

(iii) The bidder should submit **two reams** of A4 size photo copier paper sample of their brand offered in the tender conforming to the specification given in the tender for sample evaluation **on or before opening of Pre qualification/technical offer**. The sample photo copier paper GSM will be tested at KST Press, KSRTC/NABL accredited Laboratory for confirmation of GSM.

2. The bidder should undertake to supply the ordered quantity as per the delivery schedule provided.

3. The Tenderers must fulfill all the statutory requirements.

4. Tenderers who have been blacklisted by any of the Government organization / public sector undertaking for breach of contract shall not be considered.

5. If the supply & quality performance are not satisfactory in respect of previous supplies, the offer of such firms will be disqualified.

6. **Only the manufacturer/Authorized dealers has to participate in the tender using their own digital signature key. The bid will be rejected, if the Principal Manufacturer/ Authorized dealers authorizes someone else to participate/quote the rates on behalf of them.**

7. **Any bidder from a country which shares a land border with India will be eligible to bid in the tender only if the bidder is registered with the Competent Authority (as detailed at Annexure-B2). In this regard, a compliance certificate/ declaration to be submitted by the bidder on**

Rs. 20/- & above stamp Paper as per the format at Declaration-III (regarding restrictions on public procurements from bidders of such country/ countries which shares a Land Border with India.)

8. **EVALUATION CRITERIA**: Based on the lowest evaluated price (itemwise), subject to fulfilling the pre-qualification criteria & other terms & conditions of the tender and approval of sample.

9. **SPECIFICATION: "Photo copier paper with 80 GSM (+/- 2.5 GSM) of milky white colour (A4 size)"**

10. Replacement of defective materials: Free replacement against any materials and manufacturing defects.

11. Tender Processing Fee: Rs. 500/- to be paid through e-payment mode only.

12. **Earnest Money Deposit:** Rs.10,000.00 to be paid in the e-payment mode only.

13. **As per the Government of Karnataka Notification issued vide No: FD/130/EXP-12/2015 DT. 08.09.2015, "Micro & Small Enterprises registered with NSIC under a single point vendor registration scheme, are exempted from the payment of Tender Form Fee". Bidders, who wants to avail this facility, should enclose the copy of NSIC certificate. (As per Govt. of Karnataka Notification no. FD/295/EXP-122019 Dtd: 26.03.2019, the exemption from payment of tender from fee is applicable only for procurement of goods).**

14. Security Deposit: 5% of the Value of the Purchase Order.

15. Last date and time for submission of tender documents through KPP-procurement portal: Dt..04-02-2026, time 17-00 Hrs.

16. Last date and time for submission of Samples: Dt..05-02-2026, time 14-00 Hrs.

17. Opening of pre qualification offers: Dt.06.02.2025, time 14-30 Hrs.

18. Opening of Tentative commercial offers: Dt.09.02.2025, time 14-30 Hrs.

19. Other Standard Terms and Conditions are as per Tender documents.

CONTROLLER OF STORES AND
PURCHASES
[TENDER INVITING AUTHORITY]